

*State of Washington  
Department of Transportation  
Notice to Consultants  
SR 520 Master Bond Resolution Operations/Maintenance &  
Repair/Replacement Certification*

The Washington State Department of Transportation (WSDOT) solicits interest from consultants who wish to be evaluated and considered to provide engineering services for the SR 520 Master Bond Resolution Operations/Maintenance & Repair/Replacement Certification services. One (1) agreement will be awarded. The agreement will be for approximately two (2) years in duration with the option for WSDOT to extend it for additional time and money if necessary.

*Project Description*

In order to comply with the requirements of SR 520 bond resolution (No. 1117) adopted by the State Finance Committee, WSDOT is required to hire a “Consulting Engineer” of national recognition to certify that the Operations and Maintenance/Repair and Replacement cost assumptions are reasonable for the SR 520 facility (including the floating bridge), all-electronic toll collection system, the statewide customer service center, and state work force that supports SR 520 toll collection.

*Evaluation Criteria*

Pursuant to state and Federal regulations, a qualifications-based selection process will be used to select consultant. The following information and criteria will be used to evaluate and rank responses:

1. Qualifications/Expertise of Firm;
2. Qualifications of Proposed Project Manager;
3. Key Team Members Qualifications;
4. Firm’s Project Management System;
5. Project Delivery Approach; and
6. References/Past Performances

The link to the definitions and point value for each of the proposed criteria may be found on the first page of this advertisement web site.

Note: It is imperative that the consultant reviews the definitions of the scoring criteria. We have included requirements and/or limitations for the information that is being requested. All scoring criteria will be rated on a scale of 0 (Low) to 20 (High.)

*Submittals*

Consultants are invited to submit their Statement of Qualifications at their own cost. WSDOT assumes no obligation of any kind for expenses incurred by any respondent to this solicitation. The submittal should be submitted as separate Adobe Reader compatible (pdf) files and formatted as follows: submitted on single sided only (single sided meaning one side only of a single sheet of paper) typed 8.5" x 11" and with type size no smaller than 12 point. If charts and/or graphs are utilized text must be no smaller than 8 point.

Your Statement of Qualifications must be broken into two (2) separate packets. Your Statement of Qualifications "Packet A" must consist of:

- Your responses to scoring Criteria 1 through 5; and
- Packet "A" is limited to 30 sheets, not including the front and back cover.

Your Statement of Qualifications "Packet B" must consist of:

- Your letter of transmittal;
- Your response to scoring criteria 6
- Your Consultant Information and
- Packet "B" has no page number limitations.

The Statement of Qualifications shall meet the following requirements or will be deemed non-responsive and will not be eligible for consideration of this work:

- Title of the Request for Qualifications, including identification of the area of expertise as itemized above in the "Project Description" section, and your firm clearly identified on the cover of the submittal Packets "A" and "B", and the letter of transmittal;
- Statement of Qualifications broken into "Packet A" and "Packet B" (two (2) separate documents) as indicated above;
- Responsive to all evaluation criteria;
- Meeting page limitations and font size requirements; and
- Meeting submittal deadline submission date and time.

Faxed submittals will not be accepted. Submittals must arrive at the following email address no later than Tuesday, March 11, 2014.

Submittal email address: [CSOSubmittals@wsdot.wa.gov](mailto:CSOSubmittals@wsdot.wa.gov)

Note: Submitters may want to consider setting your email to automatically receive a "Delivery/Read Receipt" for confirmation purposes, as WSDOT will not respond with notification of receipt.

Multiple emails are acceptable due to file size limitations of 10mb per email.

The contract for services is subject to provisions of Executive Order 11246 (Affirmative Action to Ensure Equal Employment Opportunity) and to the provisions of the Department of Transportation Regulations 49CFR26 (Disadvantaged Business Enterprise.)

The department has an overall Disadvantaged Business Enterprise (DBE) Goal. The DBE goal for participation will be obtained through a combination race-neutral/race-conscious means as outlined in WSDOT's "Disadvantaged Business Enterprise Program Plan". The department encourages disadvantaged, minority, and women-owned consultant firms to respond.

#### Public Records

Any information contained in the response that is proprietary or confidential must be clearly designated. Marking of the entire submission as proprietary or confidential may be rejected as non-responsive.

To the extent consistent with chapter 42.56 RCW, the Public Disclosure Act, WSDOT shall maintain the confidentiality of Consultant's information marked confidential or proprietary. If a request is made to view Consultant's proprietary information, WSDOT will notify Consultant of the request and of the date that the records will be released to the requester unless Consultant obtains a court order enjoining that disclosure. If Consultant fails to obtain the court order enjoining disclosure, WSDOT will release the requested information on the date specified.

WSDOT's sole responsibility shall be limited to maintaining the above data in a secure area and to notify Consultant of any request(s) for disclosure for so long as WSDOT retains Consultant's information in WSDOT records per state law. Failure to so label such materials or failure to timely respond after notice of request for public disclosure has been given shall be deemed a waiver by Consultant of any claim that such materials are exempt from disclosure. WSDOT reserves the right, if it deems action to be in the best interest of WSDOT, to reject any and all submittals or to waive any irregularities or informalities therein. Any incomplete, false or misleading information provided by or through the Consultant shall be grounds for non-consideration. If submittals are rejected, WSDOT further reserves the right to investigate and negotiate with the next ranked Consultant in order of ranking or to reject all Consultants and re-solicit for additional firms.

Any questions regarding the submittal process should be directed to the Consultant Services Office, at 360-705-7104. Any technical questions should be directed to Mr. Ed Shumpert at 206-464-1226.

Persons with disabilities may request this information be prepared and supplied in alternate formats by calling collect 206-389-2839. Persons with hearing impairments may call 1-800- 833-6388 (Washington State Telecommunications Relay Service) and ask for 206-515-3683.

Dates of publication in the Seattle Daily Journal of Commerce: Tuesday, February 18, 2014 and Tuesday, February 25, 2014.

Submittal Due Date and Time: Tuesday, March 11, 2014, 4:00 pm pst.